



**“Client”**  
**Diana Murphy Room**  
**Party Package**  
**AM Saturday/Sunday Program**  
**Client time: 10:30am to 1:30pm**

**Birthday Party Date:** \_\_\_\_\_

**Client’s Name:** \_\_\_\_\_

**Birthday Girl/Boy’s name:** \_\_\_\_\_ **Age:** \_\_\_\_\_

**Amount of Kids:** \_\_\_\_\_ **Ages:** \_\_\_\_\_ **Recreation Leaders needed:** \_\_\_\_\_

**Entertainment time:** 11:30am to 1:00pm

## **Party Plan**

**10:30am to 11:00am**      **Client Set-Up Time**

**11:00am to 11:30am**      **Guests Arriving Time (Playground Area)**

**11:30am to 11:55am**      **Party Package Program Starts (PPP)**

- Ice breakers, fun, comedy & music & movement games.

**11:55am to 12:25pm**      **Outdoor Games / “Water Feature”**

- Outdoor games (grass area) or indoor games (depends weather condition). Games: relays, races or parachute game.

**12:25pm to 12:55pm**      **Snack Time & Calm Activities (one activity only)**

- Animal Balloons
- or Face Painting

**12:55pm**      **Cake Time**

- We organize the children around the cake table. Check with the client

**1:00pm**      **Surprise for the birthday child only and good bye.**

- Get the children together, call the birthday child, give her/him a surprise and say good bye to everyone.

**1:00pm to 1:30pm**      **Client Clean-Up Time**

**Client’s Signature** \_\_\_\_\_

**Date** \_\_\_\_\_